Unit 8: Course Summary

## **Unit Objectives**

At the end of this unit, the students should be able to:

- Identify the course objectives.
- Take the final exam.

### Scope

- Unit Introduction
- Course Objectives Review
- Exam Preparation and Instructions
- Exam
- Feedback and Closeout

### Methodology

The unit begins with a review of the course objectives. The participants discuss how well the course met these objectives.

Next, participants are given time to review the course materials and prepare for the final exam. Instructors must address any questions that the participants have about the content. If time permits, the instructors should review the key points from each of the units.

The instructors will then provide instructions on taking the final exam. After the exam is completed, the instructors will emphasize to the group the importance of providing course feedback.

#### **Time Plan**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit Introduction Course Objectives Review	5 minutes
Exam Preparation and Instructions	15 minutes
Exam	30 minutes
Feedback and Closeout	10 minutes
Total	1 hour

Unit 8

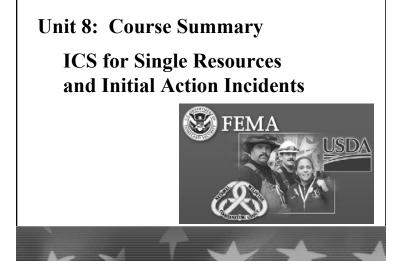
**Course Summary** 

Topic

**Unit Introduction** 



Visual 8.1



Visual Description: Unit Introduction

#### **Instructor Notes**

Tell the participants that the purpose of this unit is to review the course contents and ensure that everyone has mastered the key learning points.

## **Topic**

## **Course Objectives Review**



#### Visual 8.2

# **Review ICS-200 Course Objectives**

Are you now able to:

- Describe the Incident Command System (ICS) organization appropriate to the complexity of the incident or event?
- Use the ICS to manage an incident or event?



Visual Description: Review ICS-200 Course Objectives

#### **Instructor Notes**

Review the course objectives with the class. Ask the participants if they are now be able to:

- Describe the Incident Command System (ICS) organization appropriate to the complexity of the incident or event.
- Use the ICS to manage an incident or event.

Unit 8

## **Course Summary**

### **Topic**

#### **Exam Preparation and Instructions**



#### Visual 8.3

## Taking the Exam

#### Instructions:

- Take a few moments to review your Student Manuals and identify any questions.
- 2. Make sure that you get all of your questions answered prior to beginning the final test.
- 3. When taking the test . . .
  - Read each item carefully.
  - Circle your answer on the test.
  - Check your work and transfer your answers to the computer-scan (bubble) answer sheet or enter the answers online.
- → You may refer to your Student Manuals when completing this test.



Visual Description: Taking the Exam

#### **Instructor Notes**

Note: Additional guidance appears on the next page.

Present the following instructions:

- 1. Take a few moments to review your Student Manuals and identify any questions.
- 2. Make sure that you get all of your questions answered prior to beginning the final test.
- 3. When taking the test . . .
  - Read each item carefully.
  - Circle your answer on the test.
  - Check your work and transfer your answers to the computer-scan (bubble) answer sheet or enter the answers online.

Tell the participants that they may refer to their Student Manuals when completing this test.

**Important Instructor Note:** It is important that you allow the participants enough time for them to review the course materials prior to taking the exam. If time permits, you can facilitate a structured review of the materials using the following techniques:

- Assign each team a lesson and have them summarize and present the key points to remember.
- Select five to seven of the most critical points from each lesson. Present a brief review of these points. Ask questions to ensure that the participants remember the most important information.

When the review is completed, distribute the exams. Remain in the room to monitor the exam and to be available for questions. Collect the completed exams.

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<u>Instructor Note</u>: To receive a certificate of completion, students must take the 25-question multiple-choice posttest, submit an answer sheet (to EMI's Independent Study Office), and score 75% on the test. Two options exist for test submission:

Students submit their tests online, and receive a certificate in the mail.

- Go to <a href="http://training.fema.gov/EMIWeb/IS/">http://training.fema.gov/EMIWeb/IS/</a> and click on the link for ICS-200.
- Click on "Download Final Exam Questions" (found at the bottom of the page). You may want to print the test.
- Click on "Take Final Exam" (found at the bottom of the page).

Instructions for group delivery: Tests can be provided upon request by calling (301) 447-1256. The completed tests can then be submitted as a group to:

EMI Independent Study 16825 South Seton Ave. Emmitsburg, MD 21727 Unit 8

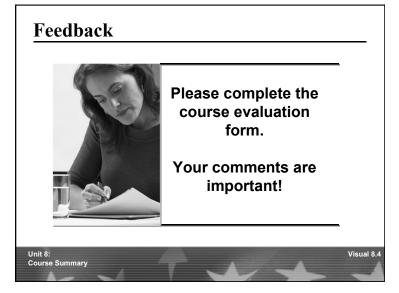
## **Course Summary**

## **Topic**

## **Feedback and Closeout**



Visual 8.4



Visual Description: Feedback

#### **Instructor Notes**

Emphasize that completing the course evaluation form is important.

Tell the participants that their comments will be used to enhance the effectiveness of this course.

Collect the completed evaluation forms. Ask the participants if they have any feedback or comments that they would like to share with the entire group.

After receiving feedback, thank the participants for their participation.